Faculty of Veterinary Medicine

Faculty Guidelines
(Academic Staff Criteria)

(Approved by UCVM Faculty Council: June 12, 2024)
(Approved by Provost: June 16, 2024)

Background

The University of Calgary Faculty of Veterinary Medicine (UCVM) Faculty Guidelines have been created by adding UCVM-specific guidance where appropriate within the GFC Academic Staff Criteria & Processes Handbook ("GFC Handbook"). The content and Part numbering of the Handbook have not been altered. UCVM-specific guidance has been added as text boxes immediately following the relevant section in the GFC Handbook. In other words, a "UCVM" text box applies to the Part with the corresponding number in the GFC Handbook. In the event an unintended conflict or contradiction that arises because of the UCVM-specific guidance and the Handbook, the Handbook content shall prevail.

To facilitate updates to the UCVM Faculty Guidelines in response to future changes to the GFC Handbook, the official version of the UCVM Faculty Guidelines is maintained and approved as a stand-alone document (this document) containing only the UCVM-specific guidance. This document is intended to be read in conjunction with the current version of the Handbook. While this document is the official version, the UCVM may maintain a merged version of the current GFC Handbook and the UCVM Guidelines text as shown on the remaining pages of this document for ease of reference.

These guidelines provide the framework how the UCVM interprets and applies the GFC Handbook. It is the academic staff member's responsibility to provide the necessary context regarding the discipline within which they are to be assessed.

PART A

Definitions, Authority, Faculty Guidelines,
Transitional Provisions

PART B

Criteria for Appointment, Renewal, Transfer, Tenure, Promotion, and Academic Performance Assessment

B.1.1.1	The Faculty of Veterinary Medicine expects its academic staff to conduct themselves in a manner which is ethical, cooperative, collaborative, supportive, and constructive to the mission of the University, the Faculty and to each other. UCVM does not tolerate hateful and/or discriminatory acts and, in particular, does not tolerate actions which are racist, sexist, and/or are discriminatory toward people with disabilities or members of the 2SLGBTQ+ community. Discriminatory activities including those against members of these equity-deserving groups will be addressed through relevant existing UCalgary processes and policies. UCVM commits to faculty development in anti-oppression and due process and support for reporting and investigating complaints about discriminatory acts. UCVM values contributions by academic staff members which remove structural discrimination and/or advance equity, diversity, inclusion, and accessibility. These contributions as appropriate will be considered under Service.

B.1.1.2 Engaging in the professional practice of veterinary medicine, in any professional environments (including public, private, and corporate practice), is considered essential to maintain veterinary skills and competencies and may be required for maintenance of credentials (i.e. board certification or specialization).

The professional practice of veterinary medicine duties without UCVM students under direct supervision/instruction which have been agreed to by an academic staff member and the Head equivalent and/or Dean as part of their workload assignment shall generally be considered part of the PPVM. When UCVM students are under direct supervision or instruction of the academic staff member engaged in PPVM, such as during a 4th year rotation, this shall generally be considered part of the Teaching activities.

- Reports to government or other regulatory agencies that inform public policies and community outreach
- Client / Producer educational resources

c. **Presentations:**
- Invited / Keynote presentations
- Peer-reviewed presentations (provincial, national, international)
- Peer-reviewed abstracts
- Non-peer-reviewed presentations

d. **Additional publications:**
- Books, chapters (author, editor)
- Educational development (evaluation studies, policy briefs and reports, position papers on teaching and learning)
- Development of veterinary policies and procedures which are used by other veterinary organizations

e. **Creative scholarship:**
- Media engagement (expert advice, media interviews)
- Creation of media (podcasts, blogs, websites, videos, etc.)

	• Value and impact of all research outputs beyond the publications are considered (for example impact on policy, community, and practice) Given the specialized discipline of veterinary medicine, the criteria to assess the quality and impact of Research and Scholarship can vary between different fields of research within UCVM and academic staff members should provide context and detail impact of their work.

B.1.2.9

	• Development of and assessment of clinical/diagnostic teaching tools • Generation of veterinary case materials for teaching activities and case simulations • Development of simulated models and task trainers • Teaching technologies for veterinary procedures and/or treatments • Ensure provision of appropriate learning environment for students within the DVLC

B.1.3.7 In addition, primary supervision of postdoctorao( )TjEMC 4.3 (Ψ(hu-3.3 (n)-0.7 4.3 bl (n)-0.7

- Chairing of clinical trainee programs
- Field experiences coordination
- Coordination of research or veterinary educational seminar series
- Active role in Curriculum Committee and/or subcommittee (e.g. teaching committees, appeals committees)
- Active role in Graduate Education Committee
- University pedagogical merit reviewer for animal usage
- Active leadership role in University Unit Review, Council on Education Accreditation, or other program evaluation or review activities
- Leadership role in professional learning to strengthen teaching skills and practices through design, development and implementation of educational workshops, seminars, conference organization, communities of practice

Examples of educational IfMCl3a en ognMClDre reli 5pⁱⱼMCl eMC ln8 (t)rgi h-rmio (t)6.1 (i)-8 (oU(i)-8 (C(

	- UCVM committees, working groups, task forces
	    o Service as Chair/Co-chair
	    o Service as active member
	- Administrative leadership roles
	- Provincial, national, or international roles representing UCVM or the University (prior approval required by Head equivalent or Dean)
	- Service as an expert (statistical, veterinary, or professional services, etc.) on UCVM or University committees, task forces, or groups
	- Internal grant review member
	- University scientific merit reviewer for animal care protocols
	- Contributions to UCVM which remove structural discrimination and/or advance equity, diversity and inclusion including working with WIDER.
	
	Educational leadership involving committee work that is considered Teaching as described above, shall not be evaluated as Service, or considered twice (i.e., as both Teaching and Service).

B.1.4.5   Additional **External Service** examples:

a. External grant reviews, panels, etc., including but not limited to peer review for Canada Research Chair programs, Natural Sciences and Engineering Research Councils, or Canadian Institutes of Health Research review.

b. Journals and Publication Platforms
- Editorial roles
- Reviewer roles

c. Work with organizations (provincial, national, and international) including but not limited to:
- Alberta Veterinary Medical Association
- Canadian Veterinary Medical Association
- Veterinary specialty colleges
- Veterinary discipline associations (i.e., American Association of Bovine Practitioners)
- Sector or industry societies or groups
- Research organizations

B.2.6.3	In reviewing a candidate for appointment at, transfer into, or promotion to the rank of Associate Professor (Teaching), their contributions to Service and, will be considered within the context of their workload assignment for Service and their scholarly context. Refer to B.1 additional examples
B.2.6.5	In reviewing a candidate for appointment at, transfer into, or promotion to the rank of Associate Professor (Teaching), their contributions to PPVM (where relevant) will be considered within the context of their workload assignment for PPVM and their scholarly context. Candidates should have recognition of their professional practice of veterinary medicine across and/or beyond Alberta. Refer to B.1 additional examples
B.2.7.1	In reviewing a candidate for appointment at, transfer into, or promotion to the rank of Professor (Teaching), their contributions to Teaching and Research and Scholarship will be considered within the context of their workload assignment for Teaching and Research and Scholarship and their scholarly context. A fifth category, specific to UCVM, of which the academic staff member may demonstrate documented evidence of achievement is Veterinary medical education. This includes work-based teaching and learning practices (clinical/diagnostic education), supporting clinical and diagnostic veterinary communities through mentorship (ie mor pr.%o)-4.i6.6 (n)12.2 (g)2Me m(

B.4.1.2	The Head equivalent, are to contextualize the relevant criteria in accordance with each individual's scholarly field context, workload assignment and assigned duties, rank, and stream.
	See also A.3.7.xvi

PART C

*Academic Appointments Selection Procedures,
Position Posting, Expedited Procedures for
Dual Career and Strategic Hiring,
Equitable and Inclusive Hiring Initiatives*

C.2.1	The chair of the Academic Appointment Selection Committee in conjunction with the Head equivalent are responsible for drafting a position posting. The position posting is reviewed by leadership committee prior to submission to the Dean for final approval.
C.2.4.vii	Where appropriate, a statement of veterinary interests, skills, and competencies may be requested.
C.3.1.1	The individuals responsible for the selection and appointment of the Academic Appointment Selection Committee are identified in Part C.3.1.2.